

**MEMORANDUM OF UNDERSTANDING**  
**FY 2006 HOMELAND SECURITY GRANT PROGRAM FUNDING ALLOCATION**

This Memorandum of Understanding ("MOU") is made as of June 30, 2006, by and between the "Metropolitan Police Department" ("Seller") and the "Homeland Security and Emergency Management Agency" ("Buyer") in the amount of \$1,140,500.

**Scope of Services**

The Seller Agency is being provided funds in accordance with sub grant number 5FATP6 (Records Management System for Coordinated Investigations) and GAN #3. The purpose of this MOU is to establish FY08 intra-district budget authority for \$1,140,500. MPD's FY06 HSGP budget cannot be reprogrammed under the current financial attributes (FT0, AY07) due to CAFR considerations. In order to allow MPD to move forward, HSEMA needs to rescind \$1,140,500 from FT0 account 7200 (**Index 5FATP, PCA FA6T5, Project/Ph 5FATP6/06**) and reissue to FT0 account 7200 (**Index 5FATX, PCA FA6TX, Project/Ph 5FATPX/06**) which reflects the AY07 FT0 budget balance. The AY07 FT0 budget can still be accessed for those actions currently in process; however, all new actions should take place under the new AY08 FT0 budget. It will be the shared responsibility of the HSEMA, MPD, and MPD's OCFO to monitor and ensure that overspending does not occur against the AY07 FT0 SOAR account.

**Please note: Revenue advances will only be provided once costs are incurred against the established SOAR account and the Seller submits documentation supporting the Intra District advance (i.e. vouchers, receipts, invoices, paid checks, and payroll registers, etc.). The documentation shall explain the amounts billed for that period. Revenue advances will be withdrawn from the agency if the advance is not properly billed within 5 business days.**

**Period of Performance**

This agreement is good for the sub grant period: 6/30/2006-6/30/2009

**Reporting and Billing Procedures**

**Obligations of the Seller:**

1. The Seller agency will make sure that the revenues for this project are reflected in the budget entry budget line item detail screen and the appropriate accumulators.
2. The Seller must establish an agency internal service fund with a corresponding index that ties to the fund and agency organization structure.
3. The Seller must provide the projected costs of providing the services under this MOU.

**Obligations of the Buyer:**

1. The Buyer agrees to the terms, projected cost and fund availability associated with the MOU.
2. The Buyer will reimburse the Seller on a monthly basis for costs incurred against pre-approved expenditures.

### General Provisions

1. Monthly Review. Pursuant to the Financial Review Process ("FRP") mandated by the Office of the Chief Financial Officer of the District of Columbia, all services provided through Intra-District funding shall be reported monthly in the Buyer agency's FRP submission to the Office of Budget and Planning.
2. Modifications. Any modification of this MOU shall be valid only when reduced to writing, duly signed by authorized representatives of the Seller and Buyer agencies, and attached to the original of this MOU.
3. Effective Date. This MOU shall be effective upon execution of the memorandum by the parties.

IN WITNESS WHEREOF, the Parties hereto have signed this MOU as of the day and year identified below.

**Seller:**

Cathy L. Lavier  
Agency Director

10/23/08  
(Date)

Sherrill Cooper  
Financial Officer

10/23/08  
(Date)

**Buyer:**

Darrell Darnell  
Darrell Darnell  
Director  
Homeland Security and Emergency Management Agency

9/5/08  
(Date)

Ashraf El-Khatib  
Agency Fiscal Officer

(Date)

(OK)  
Sherrill Cooper  
10/23/08